



New Jersey Office of the Attorney General

Division of Consumer Affairs
Office of Consumer Protection
Charities Registration Section
124 Halsey Street, 7th Floor, P.O. Box 45021
Newark, NJ 07101
(973) 504-6215

Form CRI-500S

(As Revised April 2016)

(Previous versions of this form may no longer be used and will not be accepted.)

**Solicitor of an Independent Paid Fund Raiser
Initial Registration and Renewal Registration**

All of the questions must be answered.

1. **Solicitor Registration for the following year:** July 1, 20____ through June 30, 20 ____

2. **Name of Solicitor:** _____

Mailing Address: _____

Address City State ZIP code

Street Address: _____

Street Address City State ZIP code

Please check this box if the solicitor's address has changed since his/her last registration was filed. ☐

3. **Name of the Independent Paid Fund Raiser:** _____

Mailing Address: _____

Address City State ZIP code

Street Address: _____

Street Address City State ZIP code

N.J. Registration Number: PFR-_____-00

Please check this box if the independent paid fund raiser's address has changed since his/her last registration was filed. ☐

Phone Number: (____)_____ Fax Number: (____)_____

Name of Supervisor: _____

4. List all employment as a solicitor of an independent paid fund raiser, including any anticipated future employment through June 30th of next year. List future employment first followed by present employment. List all terms of remuneration agreed upon with the independent paid fund raiser. Attach additional sheets of paper if needed.

Name of Independent Paid Fund Raiser	Address	Terms of Remuneration	Period (month/year)

5. List all other employment experience in the past five (5) years.

Name and Address of Employer	Nature of Employment	Period (month/year)

6. Are you licensed by, registered with, or have a permit from any other state governmental agency to solicit funds for charitable organizations? Choose and check one: ☐ **Yes** ☐ **No**

If the response to this question is "Yes," please provide (on a separate sheet of paper) the following information: the name of each state and government entity which issued the license, permit or registration, the type of license, permit or registration, along with the designated identification number, and the date of authorization in each state (format month/day/year).

7. Has any license, registration or permit ever been denied, suspended, canceled or revoked, or has any disciplinary action been taken against you, or have you been named as a party to a legal action brought in connection with any misconduct involving charitable solicitation activity? Choose and check one: ☐ **Yes** ☐ **No**

If the response to this question is "Yes," please provide (on a separate sheet of paper) the following information: the name of each state and the name and address of the governmental agency which took action; the allegations made against you in the action(s); the disposition of the action and the date of disposition (format month/day/year). Provide photocopies of any and all written documentations (such as a court order, administrative order, judgment, formal notice or written assurance) which support your affirmative response.

8. Have you ever been adjudged liable in an administrative or civil action or convicted in a criminal action involving theft, fraud or deceptive practices? Choose and check one: ☐ **Yes** ☐ **No**

If the response to this question is "Yes," please provide (on a separate sheet of paper) the following information: the name of the individual or agency that brought the action against you; the allegations made against you in the action; the court or agency in which the action was brought; the disposition of the action and the date of disposition (month/day/year).

NOTE: For purposes of this question, a plea of guilty, non vult, nolo contendere or any similar disposition of alleged criminal activity shall be deemed a conviction. Provide photocopies of any and all written documentation (such as a court order, administrative order, judgment, formal notice or written assurance) which support your affirmative response.

CERTIFICATION

(This form must be signed by both the Registering Solicitor and
an Officer of the Independent Paid Fund Raiser.)

We understand that this registration will be accepted **only** if the requirements of the CRI Act are met. We agree to cooperate fully with any request by the Attorney General or the Division of Consumer Affairs concerning any information given on this registration in order to ascertain that the statements are true. We also understand it is a violation of New Jersey's CRI Act to solicit on behalf of an unregistered charity.

I, the Solicitor, will not misrepresent who I am or the purpose of the call when soliciting on behalf of registered charitable organizations.

We certify that the above statements are true and we are aware that if any of the above statements are willfully false, we are subject to punishment.

Registering Solicitor:

Solicitor's Signature

Print Solicitor's Name

Print Title/Position

Date

Independent Paid Fund Raiser:

Print Name of Independent Paid Fund Raiser

Officer's Signature

Print Name of Officer

Print Title/Position

Date

**Solicitor: Before submitting this document,
please familiarize yourself with the general information and
registration requirements provided on the following page.**

GENERAL INFORMATION FOR FILING FORM CRI-500S
Solicitor of an Independent Paid Fund Raiser
Initial Registration and Annual Renewal Registration

1. **Independent Paid Fund-Raiser Registration & Annual Renewal:** It is unlawful for any person to act as an independent paid fund raiser or fund-raising counsel unless registered annually with the N.J. Office of the Attorney General, Division of Consumer Affairs, Charities Registration Section. Registrations are in effect from July 1 through June 30; the registration must be renewed by June 30 of each year to ensure that there is no lapse in registration. Late renewal filings require submission of a \$25.00 late fee in addition to the required \$250 registration fee
2. **Charitable Organization Registration & Annual Renewal:** A charitable organization, unless exempted from the registration requirements of the Charitable Registration & Investigation Act ("CRI Act"), (N.J.S.A. 45:17A-23). must be registered with the Attorney General on forms prescribed. It is unlawful for any charitable organization to solicit contributions or have contributions solicited without being registered and compliant with the CRI Act. Charitable organization registration renewals must be filed annually within six months after the close of the charitable organization's fiscal year. Late renewal registration filings require submission of a \$25.00 late fee in addition to the registration fee due.
3. **Solicitor Registration & Annual Renewal:** It is unlawful for any person to act as a **solicitor** of an independent paid fund raiser unless registered annually with the N.J. Office of the Attorney General, Division of Consumer Affairs, Charities Registration Section. Registrations are in effect from July 1 through June 30; the registration must be renewed by June 30 of each year to ensure that there is no lapse in registration. Solicitor registrations and annual renewals on form CRI-500S must be signed by both the Registering Solicitor and an Officer of the Independent Paid Fund Raiser and be submitted along with a \$15 registration fee.
4. **All questions require a response** and may not be answered by reference to a prior year's initial or renewal registrations. Failure to answer all of the questions and provide the required documentation will result in processing delays and could result in a denial of the registration.
5. **Statute & Regulations:** The CRI Act (N.J.S.A. 45:17A-18 et seq.) and Charitable Fund-Raising Rules (N.J.A.C. 13:48-1.1 through 15.1) may be viewed on the Charities Registration website <http://www.njconsumeraffairs.gov/charities> under the subtitle "Rules."
6. **Definitions** for "charitable organization," "fund-raising counsel," independent paid fund raiser," "solicit" and "solicitor," and other words and phrases used in this form, are located within the CRI Act at N.J.S.A. 45:17A-20.
7. **Solicitation Statement:** Please be reminded that the CRI Act (N.J.S.A. 45:17A-18 et seq.) requires that any printed solicitation, written confirmation or receipt or written reminder of a contribution issued by a charitable organization, independent paid fund raiser or solicitor contain the following: **"INFORMATION FILED WITH THE ATTORNEY GENERAL CONCERNING THIS CHARITABLE SOLICITATION AND THE PERCENTAGE OF CONTRIBUTIONS RECEIVED BY THE CHARITY DURING THE LAST REPORTING PERIOD THAT WERE DEDICATED TO THE CHARITABLE PURPOSE MAY BE OBTAINED FROM THE ATTORNEY GENERAL OF THE STATE OF NEW JERSEY BY CALLING (973) 504-6215 AND IS AVAILABLE ON THE INTERNET AT <http://www.njconsumeraffairs.gov/charities> . REGISTRATION WITH THE ATTORNEY GENERAL DOES NOT IMPLY ENDORSEMENT."**
8. **Registration Assistance:** After reading through these instructions and the solicitor's initial and renewal registration form CRI-500S, should there be any questions regarding professional fund raising, contract filing or any related matters, please contact the N.J. Division of Consumer Affairs, Charities Registration Section at our hotline number **(973) 504-6215** Monday through Friday from 9:00 am to 4:30 pm.